

Legislative Affairs Intern



Project Title	Legislative Affairs Intern
Project Summary	LPA is responsible for the U.S. Agency for International Development's external affairs and provides overall communications coordination for all aspects of legislative and public affairs matters.
Country	United States
Agency	Agency for International Development
DoS Office	N/A
Post	N/A
Section	N/A
Number of Interns	4

Project Description

Intern will be asked to process and transmit reports to Capitol Hill, assist in Congressional hearings, research and analyze federal legislation, prepare senior USAID staff to brief and/or testify before members of Congress and help with outreach to members of Congress and their respective staff.

Desired Skills Interests

Skill
Accessibility
Data analysis
Editing
Knowledge management
MS Office
PowerPoint
Research
Communication Skills
Writing

Attention to detail
interest in international development

Additional Information

SUBJECT: Internship opportunity with USAID

The U.S. Agency for International Development's Bureau for Legislative and Public Affairs (LPA) will be accepting applications for the Spring 2017 internship from July 1 to August 15.

LPA is responsible for the USAID's external affairs and serves as the liaison between the Agency and the American people, Congress, media and other key constituencies. Interns primarily work in one of five areas: 1) Legislative Affairs, 2) Press, 3) Public Affairs, 4) Administrative Management, or 5) Internal Communications.

If you know a candidate or are interested in applying, we would like to encourage you to visit the LPA internship page for more information. We are happy to work with students who are eligible for academic credit, but please note requirements, including that interns must be eligible for a Secret Level clearance and available to work full-time at least 4 days a week.

Interested candidates can also submit a cover letter (indicating approx. date availability and division preference) and resume to lpainternships@usaid.gov.

Language Requirements

None